



ATP

NEXT STEPS IN THE PROJECT PROCESS

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ATP Program Manager





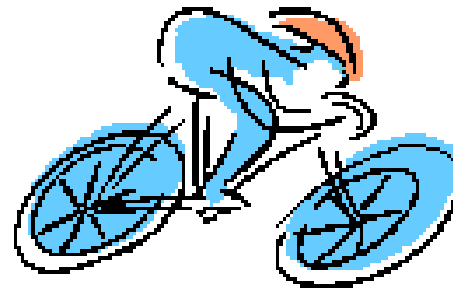
CONGRATULATIONS ON HAVING YOUR PROJECT SELECTED FOR CYCLE 1 ATP FUNDING!

Now WHAT DO YOU
NEED TO DO?



ATP PRESENTATION TOPICS

- Funding Disclaimer
- DLAE contact information
- State-only funds
- Programming
- Allocation(s)
- Time Extension(s)
- Project Implementation
- SRTS- NI
- CCC &/or CalCC (the Corp(s))
- New Agency
- Cycle 2



FUNDING DISCLAIMER

The first thing we want to do is remind you that:

ATP **is a** Reimbursement Program

ATP **is NOT** a grant program

Do not start any work, including-

- Design
- Advertisement of contracts or
- Construction

Any work performed prior to federal “Authorization to Proceed” is not eligible for reimbursement and may disqualify that phase for reimbursement. Contact your DLAE* or district engineer.*

*If you don't know who your DLAE is, see slides 10 & 11

FUNDING DISCLAIMER- CONTINUED

Your project may contain ineligible items. These items may be identified:

- by HQ, from the application, or by
- the District during-
 - the field review, or by
 - reviewing the application.

An awarded project does not imply that all proposed work is eligible for reimbursement.

PRESENTATION OBJECTIVES

This 61 slide Powerpoint presentation has been prepared for those agency's whose projects that were selected (or will be selected) for ATP Cycle 1 funding, either at the August California Transportation Commission (CTC) meeting or the November 12th CTC meeting. There are some differences in how these 2 "lists" of projects will move forward. I will be referring to them as the "August or Statewide List" or the "November or MPO list", in those cases.

This will be a high level presentation- and the main point will be that your District Local Assistance Engineer or DLAE is here to assist your projects through the process.

ACRONYMS

- ATP- Active Transportation Program
- CTC- Ca. Trans. Commission
- DLAE- District Local Assistance Engineer
- CCC and/or CalCC- California or Local Conservation Corp(s)
- PPR- Project Programming Request form
- CEQA & NEPA (federal funding only)- Environmental certifications
- SOF- State-only funding
- PE, ROW or R/W, CON- Preliminary Engineering, Right-of-way, Construction
- TIP- Transportation Improvement Program (RTIP, FTIP FSTIP) “Programming”
- MPO- Metropolitan Planning Organization
- RTPA-Regional Trans. Planning agency
- SFY & FFY- State Fiscal year & Federal Fiscal Year
- RFA-Request for Authorization (Fed funds only)
- NI- Non-Infrastructure
- SRTS- Safe Routes to school

WEBSITES

CTC ATP website:

<http://www.catc.ca.gov/programs/ATP.htm>

Legislated ATP Guidelines, fund estimate, copies of all of the Cycle 1 funded applications.

The CTC has posted all of the August awarded applications for viewing at:

http://www.catc.ca.gov/programs/ATP/2014_Project_Apps.html

Local Assistance ATP Website:

<http://www.dot.ca.gov/hq/LocalPrograms/atp/index.html>

LAGP ATP Chapter 22 & Exhibits

LAPG CHAPTER 22, ATP FORMS

<http://www.dot.ca.gov/hq/LocalPrograms/atp/index.html>

LAPG ATP Chapter 22 & Exhibits

Ex 22-A Award Information (Contract Award)

Ex 22-B Request for Time Extension

Ex 22-C State-Only Finance letter

Ex 22-F Request for State-only funding

Ex- 22G thru I PPR (Project Programming Request)

Ex 22-N Funding Allocation Checklist

Ex 22-O Request for Funding Allocation

Per the CTC guidelines “The agency has 36 months from Construction contract award to complete the contract,. The CTC may extend the deadline.” We have modified the Request form to include this information.

DLAE OR DISTRICT ENGINEER

If you do not know who your DLAE or District Engineer is, go to: <http://www.dot.ca.gov/hq/LocalPrograms/dlae.htm> and click on the district your project is in.

District 1- Del Norte, Humboldt, Lake & Mendocino Counties

District 2- Lassen, Modoc, Plumas, Shasta, Siskiyou, Tehama & Trinity Counties

District 3- Butte, Colusa, El Dorado, Glenn, Nevada, Placer, Sacramento, Sierra, Sutter, Yolo, & Yuba Counties

District 4- Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano & Sonoma Counties

DLAE OR DISTRICT ENGINEER- CONTINUED

District 5- Santa Barbara, San Benito, San Luis Obispo,
Santa Cruz & Monterey Counties

District 6- Fresno, Madera, Kings, Western Kern, &
Tulare Counties

District 7- Los Angeles & Ventura Counties

District 8- San Bernardino & Riverside Counties

District 9- Inyo, Eastern Kern & Mono Counties

District 10- Alpine, Amador, Calaveras, Mariposa,
Merced, San Joaquin, Stanislaus, & Tuolumne
Counties

District 11- Imperial & San Diego Counties

District 12- Orange County

DLAE OR DISTRICT ENGINEER- CONTINUED

<http://www.dot.ca.gov/hq/LocalPrograms/dlae.htm>

Local Assistance Contacts

LOCAL ASSISTANCE CONTACTS											
Dist 1	Dist 2	Dist 3	Dist 4	Dist 5	Dist 6	Dist 7	Dist 8	Dist 9	Dist 10	Dist 11	Dist 12
<div>District 01 Local Assistance</div> <div>Suzi Theiss</div> <div>1656 Union St. (95501)</div> <div>P.O. Box 3700</div> <div>Eureka, CA 95502-3770</div> <div>Public: (707) 445-6399, FAX: (707) 441-2048, Fax 8-538-2048</div> <div>Counties: Del Norte, Humboldt, Lake, Mendocino</div>											

DIFFERENCES BETWEEN FEDERAL FUNDS & STATE-ONLY FUNDS

○ Federal

- Has to be Programmed (usually) in the TIP
- E-76/Obligation/Authorization package
- Environmental
 - ❖ CEQA
 - ❖ NEPA
- ROW- Certification required prior to CON funding request

○ State

- Was Programmed when the project was adopted
- State-only finance letter
- Environmental
 - ❖ CEQA- Agency is Lead
- ROW- Agency self certifies

ATP PROGRAMMING- STATE ONLY FUNDING- CONTINUED

- For each phase of State-only funding an allocation has to be requested (see slides 22-26) , the State only Finance letter (Ex 22-C), along with any other required back-up documentation should also be submitted to your DLAE
- If your project is fully State-only funding, the agency self certifies that their Right-of-way Clearances have been achieved. Question #9 Exhibit 22-N Funding Allocation Checklist.

ATP PROGRAMMING- STATE ONLY FUNDING- CONTINUED

- If your project is currently in the Pre-construction phase (PE and/or ROW only) and you will be getting SOF for these phases; if your CON phase will be more than \$1M (and you will be coming in for future ATP funding for it), you should assume that you will be getting Federal funds. Therefore you MUST following the Federal requirements for all phases
- For future ATP Cycles the application will have the State-only funding request information on it, so the Award letter will indicate the type of funds on the project.

ATP STEPS

- Programming
 - Slides 17– 21
- Allocation(s)
 - Slides 22-26
- Time Extension Request
 - Slides 27-28
- Project Implementation
 - Slides 29-48



PROJECT PROGRAMMING (FEDERAL FUNDING)

STATE FUNDS WERE PROGRAMMED AT THE SAME
TIME THE CYCLE 1 LIST WAS ADOPTED BY THE
CTC

PROJECT SCHEDULE- STEP 1

PROGRAMMING

Cycle 1 Statewide and Small Urban & Rural ATP
Projects Announced

Aug
2014

Nov
2014

Feb
2015

May
2015

Aug
2015

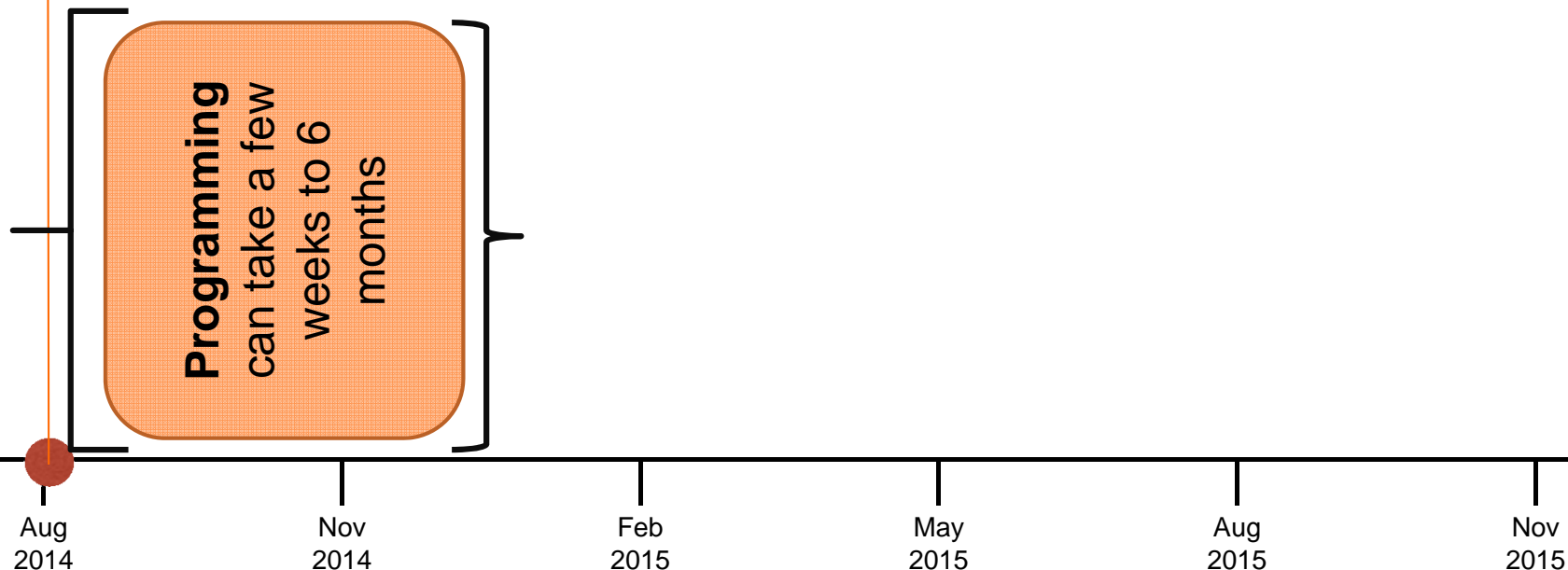
Nov
2015

PROJECT SCHEDULE- STEP 1

PROGRAMMING

Cycle 1 Statewide and Small Urban & Rural ATP
Projects Announced

For more programming information go to
<http://www.dot.ca.gov/hq/transprog/oftmp.htm>,
scroll down to “2015 FTIP/FSTIP workshop”



ATP PROGRAMMING BASIC INFO

- The FTIP is a four year statewide intermodal program of transportation projects that is consistent with the statewide transportation plan and the Federal Transportation Improvements Programs (FTIPs).
- The FTIP is prepared by Caltrans in cooperation with the Metropolitan Planning Organizations (MPOs) and the Regional Transportation Planning Agencies (RTPAs).
 - Include for each project listing:
 - – *A description of the work,*
 - – *total project cost,*
 - – *the source/amount/year of anticipated obligations (phases),*
 - – *the responsible agency.*

THE PROJECT PHASES

- Permits & Environmental Studies (PA&ED)
 - Plans, specs & estimates (PS&E)
- } PE or Preliminary Engineering
- Right-of-way (ROW) capital outlay
 - Support for ROW acquisition
-
- Construction (CON) capital outlay
 - Construction Engineering (CE)



ALLOCATION OF FUNDS

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PROJECT SCHEDULE- STEP 2

ALLOCATION OF FUNDS

Funding Allocation

**Alloca-
tions**
take
about 2
months

For the Allocation Preparation Schedule go to
:<http://www.dot.ca.gov/hq/transprog/ctcliaison.htm>
There isn't an Feb, April, July, Sept or Nov CTC Meeting in 2015

**Programm
ing**

Aug
2014

Nov
2014

Feb
2015

May
2015

Aug
2015

Nov
2015

CTC meeting schedule-;

January 21/22 2015; March 25/26 2015; May 27/28 2015; June 24/25 2015; August 26/27 2015; October 21/22 2015; December 10 2015

ATP ALLOCATIONS

- The Allocation request is first submitted to your DLAE. See the *Local Assistance Program Guidelines* (Chapter 22 ATP) for the Allocation request form.
 - We recommend submitting your Request for Authorization (RFA) package with your Allocation Request information.

2015 PREPARATION SCHEDULE
CALIFORNIA TRANSPORTATION COMMISSION (CTC) MEETINGS
AGENDA ITEM(S) DUE DATES

Prepared by:
OFFICE OF CTC LIAISON
DIVISION OF TRANSPORTATION PROGRAMMING
CALIFORNIA DEPARTMENT OF TRANSPORTATION
<http://www.dot.ca.gov/hq/transprog/ctcliaison.htm>

Updated:
November 2014

2015 California Transportation Commission (CTC) Meeting Schedule	Local Agency Submits Off System Funds Requests, Program Amendments, and Time Extensions to Caltrans Districts (and CTC Staff for Prop 116 Rail)	District Submits Off System and On System Requests to HQ Divisions	HQ Divisions Submit Final Off System and On System Requests to Budgets	Final Agenda Language Due From HQ Divisions to Office of CTC Liaison	Final Book Items Due from HQ Divisions to Office of CTC Liaison
Date/Time:	10:00 AM	10:00 AM	5:00 PM	10:00 AM	10:00 AM
Location:	District & CTC	HQ Divisions/ Funds Request email	Budgets	CTC Liaison	CTC Liaison
Jan 22 - Sacramento Area	Mon, Nov 24, 14	Mon, Dec 1, 14	Mon, Dec 8, '14	Wed, Dec 17, '14	Fri, Dec 19, '14
March 25 - 26 - Orange County	Mon, Jan 26, 15	Mon, Feb 2, 15	Mon, Feb 9, '15	Wed, Feb 18, '15	Thu, Feb 26, '15
May 27 - 28 - Fresno Area	Mon, Mar 30, 15	Mon, Apr 6, 15	Mon, Apr 13, '15	Wed, Apr 22, '15	Thu, Apr 30, '15
June 24 - 25 - Sacramento Area	Mon, Apr 27, 15	Mon, May 4, 15	Mon, May 11, '15	Wed, May 20, '15	Thu, May 28, '15

ATP ALLOCATIONS

- The “normal” process is to wait until your project has been programmed in the FTIP prior to requesting an Allocation.
- If you are certain that your project’s Programming will be completed during the 2 month Allocation Preparation time frame, you may be allowed to submit an “at risk” allocation request.
 - Normally, if the project programming isn’t completed by the day of the CTC meeting, it will be removed from the Vote List, and rolled to the following meeting. Cycle 1 this isn’t a requirement.
- Allocation requests are needed for each Phase of reimbursed work (PE, R/W & Con)

ATP ALLOCATIONS-CONTINUED

- Remember to include any documentation of agreements with the appropriate allocation request:



- Partnering Agreement
 - CCC and/or CalCC agreement
 - Operations & Maintenance Agreement
-
- When programmed funds can not be allocated in the Programmed State Fiscal Year (SFY), then a time extension request must be submitted to the DLAE, for review by the CTC.

TIME EXTENSION REQUEST



ATP TIME EXTENSION REQUEST (12 MONTHS MAX FOR ATP)

- If your project has funding shown in 14-15 SFY (=July 1, 2014 thru June 30, 2015)



Agency	Project Title	Total Project Cost	Total Fund Request	14-15	15-16	RW	CON	PAED	PSE
Los Angeles Co	Willowbrook Area Ped Access Improvements to MLK MACC	5,555	3,865		3,865		3,865		
Palmdale	Active Transportation Program Plan	595	595	595			595		
Palmdale	Ave R Complete Streets and Safe Routes	6,669	5,332	3,080	2,252	2,500	2,252	140	440

- You MUST submit your Allocation request to the District by April 28, 2015 (approx. 60 days prior to the meeting) for inclusion in the June 24/25, 2015 CTC Meeting agenda.
- If that phase of your project will not be ready for the request by then, then you MUST submit a Time Extension request Ex 22-B, as soon as you realize the project will not be ready. (**But no later than April 28, 2015**).



PROJECT IMPLEMENTATION

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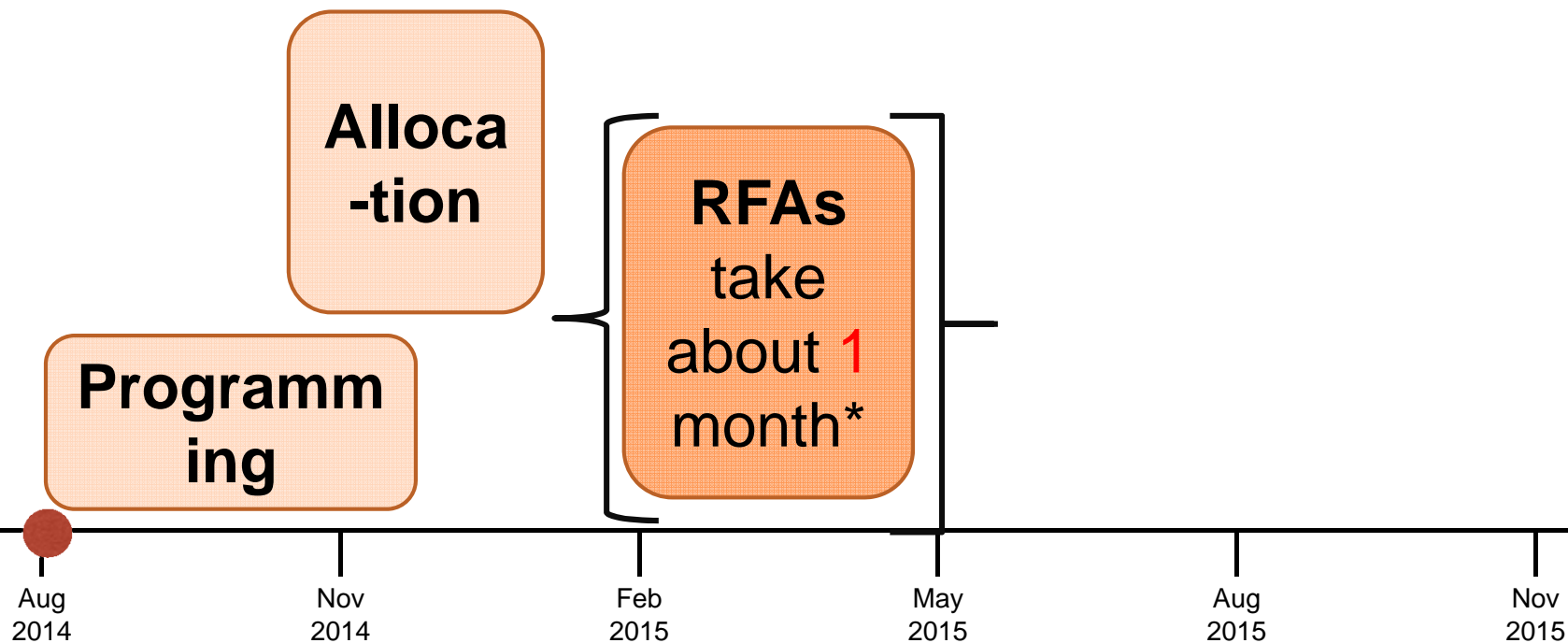


REQUEST FOR AUTHORIZATION (RFA)

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PROJECT SCHEDULE- STEP 3



REQUEST FOR AUTHORIZATION (FEDERAL FUNDS ONLY)



* Provided the RFA submittal is complete & correct

PROJECT SCHEDULE- STEP 3

REQUEST FOR AUTHORIZATION (RFA)s

- You will be doing an RFA for each component that you have requested funds for:
 - PA&ED  = PE
 - PS&E  = PE
 - ROW, ROW support
 - CON, Con Management
- Please see the *Local Assistance Procedures Manual* (LAPM), Chapter 3- “Project Authorization” for the forms and instructions
<http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>

PROJECT SCHEDULE- STEP 3

REQUEST FOR AUTHORIZATION (RFA)- PE

- Per Chapter 3 of the LAPM
 - The project sponsor, as identified in the FTIP/FSTIP is responsible for requesting the RFAs for their project.
 - For the PE phase; the request package must include, at a minimum Exhibits 3-A, 3-E and all required support documents.
 - Check with your DLAE for all requirements related to your project

PROJECT SCHEDULE- STEP 3B

REQUEST FOR AUTHORIZATION (RFA)- ROW

- All Federally funded projects require a Right-of-way (ROW) certification, except for Non-Infrastructure (NI) projects.
- For the ROW phase the request package must include Exhibit 3-B & E, and 3-C, if applicable.
- An approved environmental document (NEPA) must be included with the ROW RFA.
- Check with your DLAE for all requirements related to your project

PROJECT SCHEDULE- STEP 3C

REQUEST FOR AUTHORIZATION (RFA)- CON

- **The federal “Authorization to Proceed” with construction must be received prior to advertising the contract.**
- For the Con phase the request package must include Exhibit 3-D, 3-O, 12-C & D and the PS&E package.
- Check with your DLAE for all requirements related to your project.

REQUEST FOR CONSTRUCTION AUTHORIZATION (RFA)

- Construction contracts must be awarded within 6 months of the construction allocation:
 - Submit Exhibit 22-A “Award Information for ATP projects” your DLAE when the contract has been awarded
 - Submittal is required within 60 days of the contract award.
 - Projects not awarded within 4 months are reported to the CTC at their meetings.
 - If issues will delay the construction contract award beyond 6 months, then a time extension request must be submitted.
 - Construction phase must be completed within 3 years of the construction contract award date.
 - If the Construction phase (including NI) will take longer than 36 months, after award of contract; at the time of Allocation, the Commission may extend the completion deadline. The ATP Allocation Request form asks this question.
 - Final invoice submitted no later than 180 days after contract acceptance.



POST RFA THROUGH CLOSEOUT

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INVOICING

- ATP is a reimbursement program, following your first Allocation approval (and authorization for Federal funds) you will receive an agreement package. Once the agreement(s) have been executed you can begin invoicing per Chapter 5 of the *Local Assistance Procedures Manual (LAPM)*.
- For federal funds you must invoice at least every 12 months per the Inactive Projects process. (6 months is recommended)

<http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm>

ADVERTISE & AWARD

- For any phases where the project work will not be performed by the Agency's staff needs to follow Chapter 10 "Consultant Selection" and Chapter 15 "Advertise and Award" of the *Local Assistance Procedures Manual (LAPM)*.

PROJECT CLOSEOUT

- The local agency is responsible for preparing and submitting to the DLAE the “Report of Expenditures” package six (6) months after the completion of the project, per Chapter 17 of the *Local Assistance Procedures Manual (LAPM)*.
- Reminder- the Agency must retain it's project documents for 3 years after the final project payment is received.

ATP REPORTING REQUIREMENTS

- As a condition of the project allocation, the Commission will require the implementing agency to submit semi-annual reports, to the DLAE, on the activities and progress made toward implementation of the project and a final delivery report.
- The purpose of the reports is to ensure that the project is executed in a timely fashion and is within the scope and budget identified when the decision was made to fund the project.

ATP REPORTING REQUIREMENTS- CONTINUED

The Active Transportation Program will be evaluated for its effectiveness in increasing the use of active modes of transportation in California. Evaluation is a requirement on all infrastructure and non-infrastructure projects.

- For ATP bike, pedestrian, and trail projects: the implementing agency must submit before and after pedestrian and/or bicycle counts, and an explanation of the methodology used for conducting the counts.

ATP REPORTING REQUIREMENTS- CONTINUED

For Safe Routes to School Projects:

- *For each school targeted by the project or covered under the umbrella of the project for school district(s) / region wide project(s), the implementing agency within two (2) months prior to and after project implementation for both infrastructure and non-infrastructure projects during the regular school year, the agency must collect data on two (2) separate days within the same week, using the Student Tally and Parent Survey forms found on the National Center for Safe Routes to School (NCSRTS) web site. Completed surveys and tally forms must be submitted to the NCSRTS. Copies of the Student Tallies and Parent Survey forms also be submitted to CalTrans with the implementing agencies semi annual reports.*

ATP REPORTING REQUIREMENTS- CONTINUED

For Safe Routes to School Projects:

- It is preferred that the data be submitted by entering the information into the NCSRTS on-line database accessed at: <http://www.saferoutesinfo.org/data/> or by hard copy at this address:
National Center for Safe Routes to School
Attn: Data Center
730 Martin Luther King Jr. Blvd., Suite 300
Chapel Hill, NC 27599
- The hard-copy student tally and parent survey must be submitted with a cover sheet that is generated by the NCSRTS database.
- For more information on The NCSRTS on-line database submittal process, go to:
http://www.saferoutesinfo.org/resources/evaluation_cover-sheets.cfm

ATP REPORTING REQUIREMENTS- CONTINUED

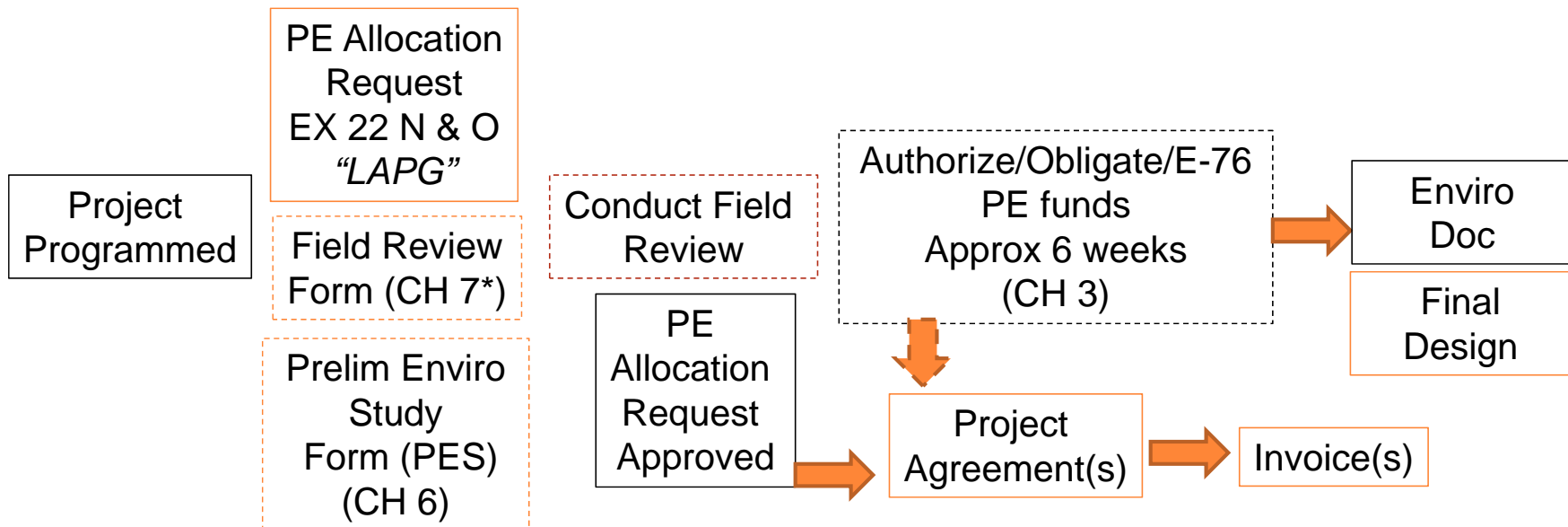
- Within 1 year of the project becoming operable, the implementing agency must provide a final delivery report which includes:
 - The scope of the completed project versus the programmed project
 - Before and after photos, documenting the project.
 - The final costs versus the approved project budget
 - The duration versus the schedule shown in the application
 - Performance outcomes versus those described in the application
 - Actual use of the Corp(s) versus those described in the application
- This final delivery report is in addition to the Report of Expenditures process on Slide 40.

A project is considered operable when the construction contract is accepted or acquired equipment is received, or the NI activities as complete.

ATP REPORTING REQUIREMENTS- AUDITS

- Caltrans must audit a sample of ATP projects to evaluate the performance of the project, determine whether project costs incurred and reimbursed are in compliance with the executed project agreement, state and federal laws and regulations, contract provisions, CTC guidelines, and whether project deliverables and outcomes are consistent with the project scope, schedule and benefits.

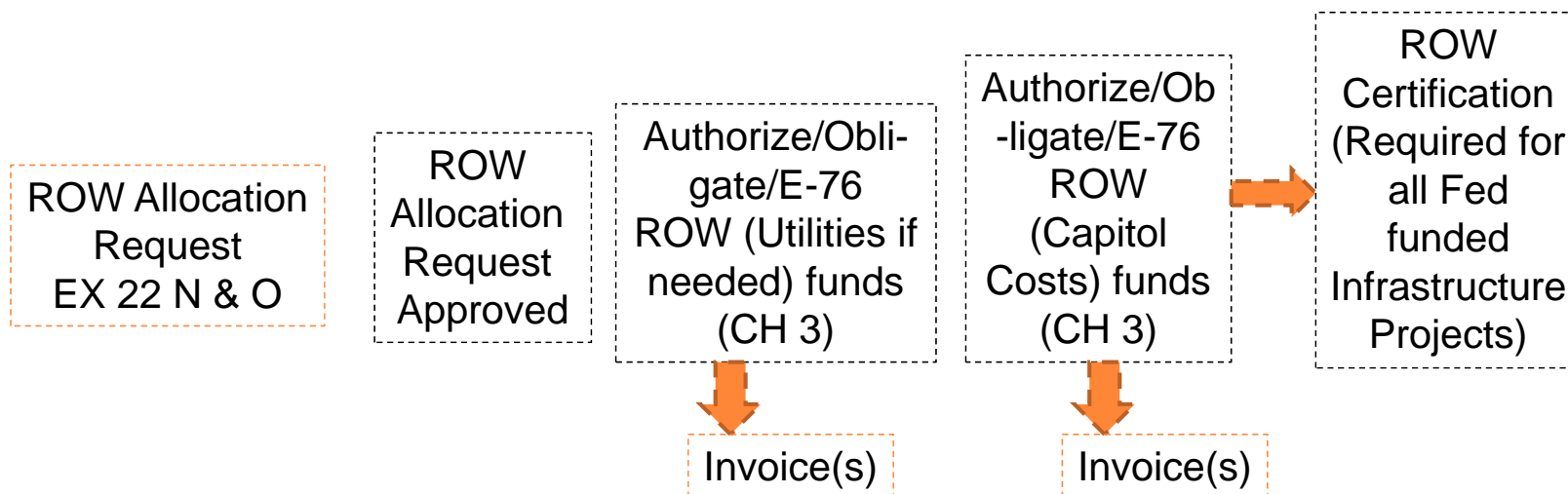
Begin PE Phase State or Federal funds



End PE Phase

For State-only funded projects- the agency self certifies that ROW is complete in Question #9 of Exhibit 22-N "Funding Allocation Checklist"

Begin ROW Phase Federal funds Only

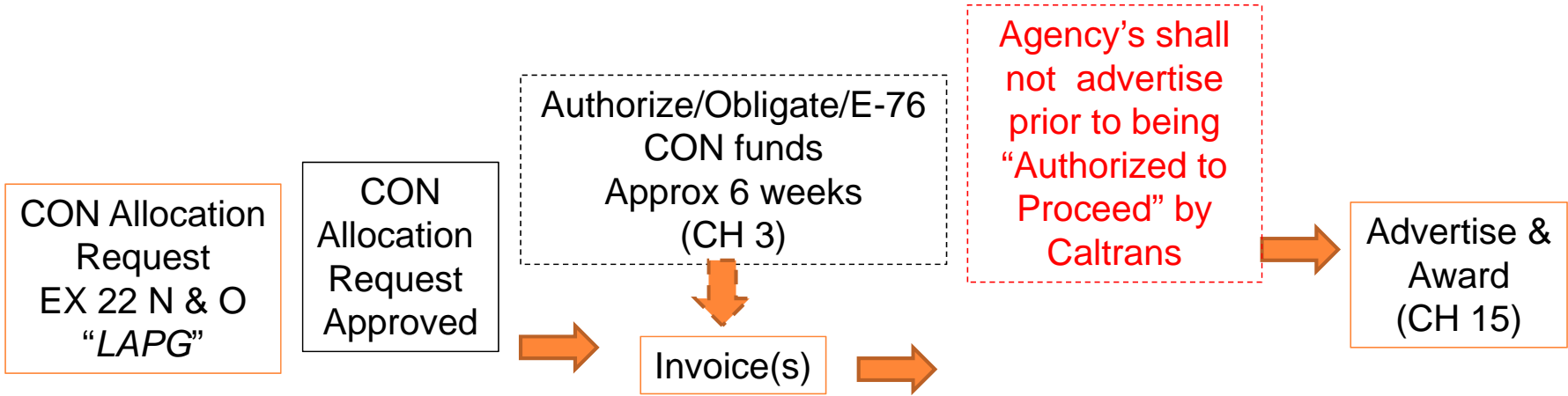


End ROW Phase

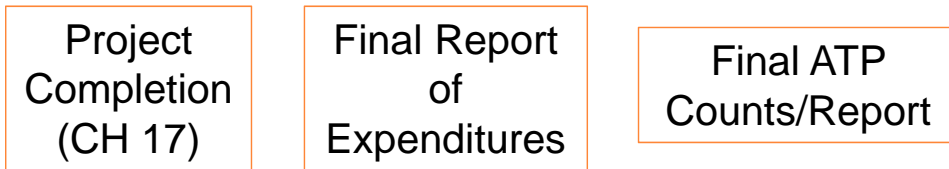
 Boxes with dashed borders indicate processes that are only required for Federally funded projects

* (CH #) refers to Chapters of the *Local Assistance Procedures Manual "LAPM"*


Begin CON Phase State or Federal funds



CON Phase continued



End

 Boxes with dashed borders indicate processes that are only required for Federally funded projects

* (CH #) refers to Chapters of the *Local Assistance Procedures Manual "LAPM"*

NON-INFRASTRUCTURE (NI) PROCESS

- Programming- same as other projects
- Eligible for Requesting State-only funding
- Needs a Request for Construction Allocation only-
 - The Environmental Certification is part of the Allocation request package- contact your DLAE for assistance with this. At a minimum the Request for Allocation for NI should include Exhibit 3-R “Non-Infrastructure Project Work Plan” (for both State-only and Federal funding)
- NI work is funded under the Construction component: use Exhibit 6-J PES-NI for the environmental request on federal funded projects
 - Contact your DLAE for any additional requirements

SAFE ROUTES TO SCHOOL-NON-INFRASTRUCTURE (SRTS-NI)

Consider using the **Technical Assistance Resource Center** or **TARC** instead of reinventing the wheel.

❑ Go to www.casaferoutestoschool.org

The screenshot shows the homepage of the California Safe Routes to School Technical Assistance Resource Center. The header includes the SRTS logo, the title "California Safe Routes to School Technical Assistance Resource Center", and a navigation bar with links: HOME, SRTS BASICS, WHAT'S HAPPENING IN CA, GET ASSISTANCE, NEW TOOLS, and CALTRANS AWARDEES. A search bar is also present. The main content area features a "Welcome to the California SRTS Technical Assistance Resource Center" message, a "News and Events" section with a link to PowerPoint slides, and a large image of a "WALK TO SCHOOL DAY - First Grade" poster. On the right side, there is a vertical menu with four items: "New Tools", "SRTS Basics", "What's Happening in CA", and "Get Assistance". Four orange arrows point from the right towards these menu items. The footer of the website is not visible.

ABOUT | CONTACT US

California Safe Routes to School
Technical Assistance Resource Center

A program of
California Active
Communities

HOME SRTS BASICS WHAT'S HAPPENING IN CA GET ASSISTANCE NEW TOOLS CALTRANS AWARDEES

search... SEARCH

Welcome to the
California SRTS
Technical Assistance
Resource Center

News and Events

PowerPoint Slides Now Available
from the SRTS TARC Non-
Infrastructure Networking Webinar
Thank you to all who joined us on
the October 15 SRTS TARC Non-
Infrastructure Networking Webinar.
The PowerPoint slides and

WALK TO SCHOOL DAY - First Grade

Mr. Steele
Ms. Hopedahl/Winston
Mr. Thompson
Riley
Carter Earle
Ryan Tang
Diego

New Tools

SRTS Basics

What's Happening in CA

Get Assistance

SRTS-NI TARC CONTINUED

New Tools

California Active Communities' Safe Routes to School (SRTS) Technical Assistance Resource Center offers a large collection of free resources to help grow Safe Routes to School programs in your community.

Special Community Considerations

- Addressing California Low-Income and Underserved Communities in SRTS Toolkit
- ➔ • California SRTS Rural Toolkit
- California SRTS Tribal Toolkit

School-Specific Resources

- ➔ • California Pedestrian and Bicycle Safety Curriculum (4th and 5th grades)
- California SRTS Youth Engagement Curriculum (middle school)
- Crosswalk: Where the Needs of School Principals and Safe Routes to School Programs Intersect

General Resources

- Walk To School Infographic
- ➔ • California Customizable SRTS Resources
- California SRTS Decision Maker Toolkit
- California SRTS Pedestrian and Bicycle Collision Maps

Toolkits coming soon

SRTS-NI TARC CONTINUED

○ SRTS Basics

SRTS Basics

- SRTS Policies
- Understand SRTS
 - Educate Children and Parents
 - Make it Fun
 - Engineer Safer Routes
 - Partner with Enforcement
 - Evaluate Your Program
- Gather Data
- Start a Program
- Create a Plan
- Address Common Concerns
- Address Equity
- Find Funding
- Sustain Your Work
- Healthy Development
- Low-Cost SRTS Activities

SRTS Basics

A Safe Routes to School program is an opportunity to make walking and bicycling to school safer and more accessible for children, including those with disabilities, and to increase the number of children who choose to walk and bicycle. Safe Routes to School programs can benefit communities by enhancing children's health, well-being, and academic performance; easing traffic congestion and air quality near schools; and improving community members' overall quality of life. The information and resources here will assist with starting and sustaining a range of Safe Routes to School activities.



Understand SRTS

Learn more about California's SRTS Program, Caltrans SRTS funding, and the 5 E's of a comprehensive SRTS program: Education, Encouragement, Engineering, Enforcement, and Evaluation.

Start a Program

Get ideas for starting and building support for a SRTS Program at your school!

SRTS-NI TARC CONTINUED

Get Assistance

- [How Can I Get Help?](#)
- [Regional Networks](#)
 - [Northern California](#)
 - [Central Valley and Eastern Sierra](#)
 - [Central/South Coast](#)
 - [Southern California](#)
 - [San Diego Safe Routes to School Coalition](#)
- [Webinars](#)
- [Tools](#)

TARC is happy to assist and support schools and communities who are looking to build or expand a SRTS program.

How Can I Get Help?

Find out how to get assistance from TARC, including individualized technical assistance and training.

Regional Networks

TARC has four Regional SRTS Networks to support local SRTS non-infrastructure work. Join a Regional SRTS Network to connect and network with your peers and stay up-to-date on events and activities in your region.



News and Events

[PowerPoint Slides Now Available from the SRTS TARC Non-Infrastructure Networking Webinar](#)
Thank you to all who joined us on the October 15 SRTS TARC Non-Infrastructure Networking Webinar. The PowerPoint slides and recording [...]

[Join us for TARC SRTS Non-](#)

Sign-Up for E-News

Sign-up for our e-mail distribution list to stay informed on the latest resources, events, funding opportunities, and much more!

Webinars

TARC hosts free webinars on topics including SRTS planning and data collection. Check here to review past webinars and related material.

Tools

Find resources that support your work, including customizable logos and mapping tools.

CCC AND/OR CALCC- CALIFORNIA CONSERVATION CORP OR CA. LOCAL CONSERVATION CORP

- If the CCC and/or CalCC indicated that they intended to partner on your project; the applicant needs to re-contact the corp(s) prior to Construction Allocation Request, to determine which information they will need in order to supply a cost estimate.



If you don't recall if either indicated they would partner, go to the "CCC & CalCC Tracking list" on the Local Assistance ATP website



CCC AND/OR CALCC

- To partner with CCC and/or CalCC for construction activities:
 - An agreement must be entered into between the Applicant and the corp(s), prior to the Construction allocation request.
 - Proof of the agreement must be submitted with the Construction Allocation request package.



Your project may have been selected by both Corp's, if they both selected the same items, they will have to decide which one will be doing the work.



CCC AND/OR CALCC

- To partner with CCC and/or CalCC for construction activities:
 - If the Corp(s) estimate is less than the engineer's estimate, the applicant will need to fill out a "Public Interest Finding" form (PIF- Local Assistance Procedures Manual Ex 12-F), and submit it with the RFA for construction.



If the corp(s) estimate isn't less than the Engineer's estimate, then the corp(s) work is not economically justified for partnering on the project.



NEW AGENCY

- If your agency currently does not have a:
 - State Master Agreement or
 - Federal Master Agreement
 - This means you checked box #13 on the Application I. “General Information”
- Contact your DLAE as soon as possible, as the pre-agreement audit can take 6 months or more.



Late March

**Cycle 2
Statewide
Call for
Projects**

2015

California Department of Transportation

Division of Local Assistance

Office of Active Transportation & Special Programs

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